

BOARD OF SELECTMEN

June 12, 2012

Minutes

The Board of Selectmen met on Tuesday, June 12, 2012 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen Douglas A. G. Stevenson, Peter Scavongelli, John Gorecki, John D. Williams and Timothy Hult. Town Administrator Timothy D. Goddard was also present.

Mr. Stevenson thanked all of the townspeople who came and joined the Board in commemorating Memorial Day.

Mr. Stevenson noted the passing of Sharon Brown. He said she and her family have lived in the Carlisle community for over 45 years. Mr. Stevenson offered condolences to her family and friends.

Town Administrator Report

1 Mr. Goddard reminded the Selectmen of the Employee Appreciation Lunch which is scheduled on Wednesday, June 20th at the Town Hall.

2 The Caroline Hill Scholarship Committee submitted their recommendations for scholarships from the Caroline Hill Scholarship Fund for the 2012-2013 academic years. The Board reviewed the recommendations. On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to approve the award of \$10,500 in scholarships from the Caroline Hill Scholarship Fund for the 2012-13 academic years, to be dispersed as recommended by the Caroline Hill Scholarship Committee.

3 The Board was in receipt of a memo from the Historical Commission Chair, Nathan Brown, requesting the removal of the yew shrubs surrounding the Honor Roll on the Town Common. The Commission is suggesting that the bushes be removed and the area be planted and seeded so it will resemble its prior state. Mr. Stevenson said they are talking about the 'old' site, and they would like the site to be returned to its prior state. He suggested asking Gary Davis to look into this matter. Mr. Stevenson said he thought it would be best to contact the Parish Committee at the First Religious Society and let them know we will be working on this.

4 The Open Space and & Recreation Plan Committee (OS&R) has requested the Selectmen's input into the OS&R plan update that they are currently working on. There were four questions that the Committee wanted the Selectmen to answer as part of the updated plan. Mr. Goddard suggested that the Board might consider appointing a subcommittee to work on this matter. Mr. Hult and Mr. Gorecki said they would look at these documents and make a summary of same for the Board. The Board can then make a recommendation from that point.

5 Enclosed in this report was a proposed contract with Jasonics Security Corporation of Harvard, MA for the installation of a fire alarm system at the Bog House. The Cranberry Bog House Committee reviewed the proposals, and they recommend awarding the contract to Jasonics. In response to Mr. Gorecki, Mr. Goddard said quotes for this project were solicited and two (2) were received.

On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** that upon the recommendation of the Cranberry Bog House Advisory Committee, the Town will enter into a contract

with Jasonics Security Corporation of Harvard, MA, in the amount of \$11,416.00 for the installation of a fire alarm system at the Cranberry Bog House.

6 The Board reviewed a proposed contract with Drivetech, Inc. of Acton, MA for computer network administration and IT technical assistance for Town Hall. Mr. Goddard said he recommends awarding the contract to Drivetech who has been providing similar services to our Police Department for several years and they have been pleased with Drivetech's work.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to enter into a contract with Drivetech, Inc. of Acton, MA in an amount not to exceed \$21,300.00 for the computer network administration and IT technical assistance to the Town of Carlisle.

7 The Carlisle School Committee has sent a list of obsolete IT and audio-visual equipment which they have declared as surplus to their needs. The School Committee is asking the Selectmen to vote to declare this equipment as surplus for the purpose of disposing of it.

On a motion made by Mr. Gorecki and seconded by Mr. Williams, it was unanimously **VOTED** to declare the list of technology equipment dated 6/7/12 and recommended as surplus by the School Committee as surplus to the Town's needs for the purpose of disposing of it.

8 Mr. Goddard said the ABCC finally approved Larry Bearfield's Beer and Wine license including 'Sunday'. He presented the new license for the Board to sign with the correct days and hours on it.

9 The Board was in receipt of a letter dated June 6, 2012 from Bill Fink, Chair of the Carlisle School Committee relative to the Highland Building. In the letter the School Committee re-iterated that they discourage any residential uses at the Highland Building due to its location near the school campus.

Reorganization of the Board

Mr. Stevenson said the Board will elect a chairman, a vice-chairman and a clerk and at this time he would accept nominations for these positions. Mr. Williams nominated Peter Scavongelli as chair of the Board of Selectmen for the fiscal year 2012-2013. Mr. Scavongelli said he was willing to serve the Town in this position. The Board **VOTED** unanimously to appoint Mr. Scavongelli as Chairman of the Board of Selectmen for the fiscal year 2012-2013.

Mr. Scavongelli nominated John Gorecki for the position of Vice-chair. The nomination was seconded by Mr. Williams. Mr. Gorecki accepted the nomination. The Board **VOTED** unanimously to appoint Mr. Gorecki as Vice Chairman of the Board of Selectmen for the fiscal year 2012-2013.

Mr. Scavongelli nominated John Williams for the position of Clerk of the Board of Selectmen. The nomination was seconded by Mr. Gorecki. The Board **VOTED** unanimously to appoint Mr. Williams as Clerk for the Board of Selectmen for the fiscal year 2012-2013.

Cemetery Deeds

The Board of Selectmen, in their role as Cemetery Commissioners, made the following deed transfers.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to transfer to Beverly and Michael Shorey of Carlisle, Massachusetts the following: Deed No. 659 for Cemetery Lot D 40 Graves 1, 2, 3, and 4 in the Town of Carlisle, Green Cemetery.

Banta Davis Task Force Report

Mr. Williams began the presentation. He said the Banta Davis Task Force was formed by the Board of Selectmen in late 2011 to study the possible development and build out of the Banta Davis land, particularly as it relates to constructing affordable housing units on that parcel. He said the Task Force met for four months. They received funds for legal expenses and a conceptual site plan. John said they received a legal opinion from Town Counsel including a map. He thanked the members of the committee, who were: Rick Amodei - Recreation Commission, Grant Challenger, the citizen at large, Randy Brown - Housing Authority,

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Greg Petersen - Affordable Housing Trust, Jonathan Stevens -Planning Board and Mary Storrs - School Committee. John also thanked Elizabeth Barnett, the Housing Coordinator. It was his hope that the Board would look positively on this recommendation and move this project forward to meet our 40B obligations.

Mary Storrs went through the remaining presentation slides. She said the Task Force met from January 2012 to May 2012. Mary spoke about the documentation the Task Force collected, starting with materials from the 1973 Town Meeting vote regarding acquisition of the land and its uses.

In terms of Town Counsel's opinion, Mary said there are steps that would need to be taken to build affordable housing on the Banta Davis land. First, a specific portion of that land would need to be dedicated to affordable housing, secondly, the Board of Selectmen would have to determine that this portion is no longer needed for Cemetery or DPW use; thirdly the School Committee would need to determine this portion is no longer needed for school purposes. Mary said in addition to that a Town Meeting 2/3 majority vote would be required to transfer the land to the Housing Authority.

Mary said they also had an engineering study done. She said that the WWTF has enough capacity to handle a 79 bedroom facility. Mary spoke about placing a well in the woods, south of the existing placing fields.

Mary said in regard a recommendation, the Banta Davis Task Force has determined that it is feasible to construct affordable housing at the Banta Davis property, and they recommend to the Board of Selectmen that they [BOS], the School Committee and Town Meeting make available to the Housing Authority the approximately 5.7 acres for affordable housing.

In reply to Mr. Gorecki, Greg Peterson said these are 40B affordable housing units.

Mr. Hult asked about the number of bedrooms in the units. Mary said they are recommending that the housing support up to 80 bedrooms on 5.7 acres.

Mary Zoll from School Street said she was an abutter and was not happy about this project. She was concerned about trespassers on her property.

Mary suggested that they put the housing on Spalding field because it is flat, it is cleared and she is the only private abutter to this field.

Mr. Stevenson thanked the entire Banta Davis Task force for all of their work.

Energy Task Force Report

Dan Cook was present from the Energy Task Force to discuss two issues. Dan said the Green Communities awarded the Town \$139,204.00. He said the specific line items have changed because of the approval process. Dan talked about installing an energy management system in Town Hall, which would improve energy efficiency in the building as well as the comfort level. He said they have received a proposal from BCM Controls for this project. Dan said there are other projects for Town Hall, such as LED lights [also at Police and Fire Department]. Dan explained the projects that they will not do.

Dan said the Task Force is looking for the Boards approval on this revised budget and approve the contract with BCM Controls. He said the next topic he would like to discuss briefly is an energy efficiency program that we will work with Next Step Living. He said it is a part of the Green Communities program. Dan said this program is about educating residents and small business owners. It includes free energy audits and opportunities to reduce energy costs in homes. He said the Energy Task Force has funds from the Green Communities grant to pay for the publicity part of the Memorandum of Understanding so there will be no cost to the Town.

Mr. Stevenson said the Board had three items of business with the Energy Task Force. The first item was to approve the re-allocation of the \$139,204.00 funds. The second would be to consider the construction contract with BCM Controls for Town Hall. The third item is to approve the Memorandum of Understanding for Next Step Living.

On a motion made by Mr. Williams and seconded by Mr. Scavongelli it was unanimously **VOTED** to approve the suggested re-allocation of \$139,204.00 by the Carlisle Energy Task Force as set-forth on June 12, 2012.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve the Construction Contract between the Town of Carlisle and BCM Controls Corp. dated June 12, 2012.

Mr. Scavongelli said we need to work out a plan or agreement to use Town communication channels approved by the Board of Selectmen to promote the Next Step Living program.

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On a motion made by Mr. Hult and seconded by Mr. Williams it was unanimously **VOTED** to approve to the Memorandum of Agreement with the language Mr. Scavongelli has proposed and authorize the Chairman of the Board of Selectmen to sign same.

Plowing of Private Ways – Discussion with Planning Board

Planning Board Chair David Freedman prepared a multi page document on Plowing of Private Ways. Mr. Stevenson said tonight we will hear from the Planning Board, specifically the data relative to the different the categories of roads and which roads fall into each category. He said he would like to have the Town Administrator, DPW and the Planning Board all have the same information relative to what is a private way, and public road and common driveway.

David said even though this report states it represents all of the roads in town, he has become aware of a few more since this report was completed, one was a common driveway off Judy Farm. David said there are now 111 private ways in town. He said the reason that he prepared such an extensive report was because the DPW Superintendent and Town Administrator were not clear about the information that they had. The basic issues we are looking at are the definitions of a private way and a public way.

David said at a Town Meeting in 1970, 61 ways were made public ways and the remaining were not public ways. David added that some of these public ways that became such at that time did not meet the standard of what would be required to become a public way and therefore over the years the confusion has mounted. So the private ways included Berry Corner Lane, Red Pine Drive and East Meadow Lane. David included a list of Public Ways in Carlisle 5/2012. (Appendix B attached hereto)

In response to Mr. Scavongelli, David said some of the roads that were made public ways meet the standards now, however whether they do, or not, the Town owns them and we can't undo them.

Mr. Stevenson asked if Appendix B, is published or available to the residents. He suggested putting this list on the web-site.

Erik Westland from E. Meadow Drive asked why his road is a private way. David said E. Meadow Drive was built as a small subdivision that would be under the regulations that it would be a private way. David said this information can be found in the Town Reports.

Steve Quinn from E. Meadow said that Selectman Dave Stewart passed E. Meadow as a Public Way about 40 years ago.

Mr. Stevenson said at a future meeting the Board would hold a Public Hearing to go through the Planning Board's recommendation and any other recommendations as they relate to the roads discussed tonight going forward and any information you may find bring forward is welcome.

Mr. Stevenson said he will recommend to the chair-elect that we discuss this matter again at a future meeting.

Review/Finalize Minuteman Letter

Mr. Stevenson said Mr. Hult prepared a letter to the Minuteman School Committee and the sixteen membership towns. He said there were several issues leading up to the preparation of this letter, which included a letter from the Town of Belmont, and a letter from Anderson & Kreiger LLP regarding the vote by the Regional School District Committee to Authorize a Feasibility Study Agreement with the MSBA. Mr. Stevenson said he and Mr. Hult and Don Rober, present School Committee representative and former School Committee rep. Mariellen Perugini had concerns that the School administration was moving forward with still not having addressed the issue of the out of district students and how they would be able to pay for some of the capital projects. Mr. Stevenson said our intent is to send the letter prepared before us to all of the 15 towns asking them to consider our concerns about moving forward with the capital project given that the out-of-district placement costs have not been figured out.

Mr. Hult said the one thing we want to avoid is a system-wide election in the sixteen towns.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to authorize the chairman of the Board of Selectmen to sign the June 12, 2012 letter to the Minuteman School Committee and Minuteman Superintendent as written with appropriate edits.

Appointments

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Approved:7/10/12

Mr. Goddard said the Board has for their review letters and resumes of three candidates for the two open positions on the Finance Committee.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Marty Galligan to the Zoning Board of Appeals as a full member for a three year term that will expire on June 30, 2015.

On a motion made by Mr. Williams and seconded by Mr. Scavongelli, it was unanimously **VOTED** to appoint Lisa Davis Lewis to the Zoning Board of Appeals as a full member for a three year term that will expire on June 30, 2015.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Steve Hinton to the Zoning Board of Appeals as an associate member for a three year term that will expire on June 30, 2015.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to accept the resignation of Ed Rolfe with great gratitude for his work on the Zoning Board of Appeals.

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Margaret Hilton to the Council on Aging for a three year term that will expire on June 30, 2015

On a motion made by Mr. Williams and seconded by Mr. Gorecki, it was unanimously **VOTED** to appoint Elizabeth Thiebault to the Council on Aging for a three year term that will expire on June 30, 2015.

Liaison Reports

Mr. Hult said it appears that the \$10million problem at the CCHS regarding the second gym relocation has been resolved.

Mr. Gorecki reported on the Financial Management Team meeting. He said the Assessor said that new growth is near \$11million. Her target amount is \$15million. The Finance Director spoke about his efforts in trying to collect back taxes.

Mr. Stevenson said the Carlisle School Building Committee will meet tomorrow night.

Minutes

On a motion made by Mr. Scavongelli and seconded by Mr. Gorecki, it was unanimously **VOTED** to approve the Minutes to the May 22, 2012 Board of Selectmen meeting.

The Meeting adjourned at 10:30 p.m.

Respectfully submitted by Margaret Arena